MEETING MINUTES
Board of Directors of the Embarcadero Municipal Improvement District
October 14, 2026

CALL TO ORDER
The Regular meeting of the Board of Directors of the Embarcadero Municipal Improvement District was called to order at 7:00 PM by President Taylor.

ROLL CALL
Directors Bohley, Defoort, McCord Duncan, Menna, and Taylor were present. Also present: Tina Allen, Amy Marston, September Riharb and Steve Penniman.

PUBLIC COMMENT
There was no public comment.

COMMITTEE REPORTS

FACILITIES COMMITTEE

1. Community Center Culvert Collapse
   - Complete.

2. Park Landscaping
   - Request for Quotation went out three vendors. Due Oct 15.

INFRASTRUCTURE COMMITTEE

1. County/EMID Joint Projects
   - Drainage Culvert at 908/930 Vereda Del Ciervo
     - September Riharb reported that the site inspection/ pre-construction meeting will be held on Monday at the site with Lash and the County. Work begins Nov. 1 with expected completion by Nov. 19. Risks are weather and arrival of materials.

2. Community Center Foundation Repair
   - Steven Penniman reported a water leak was discovered and has been repaired. The soils report is expected by the end of October. The permit application is expected by mid-November.

3. 434/454 VdC Inlet
   - No action at this time pending completion of the Easement study and other infrastructure proejcts.

INFORMATION TECHNOLOGIES COMMITTEE

1. Network Upgrade: Frontier: Frontier will be on site in one week. The wiring has been run through the building.

2. New IT Support: No update

SAFETY COMMITTEE

1. Firewise Sub-Committee
   - Green waste dumpsters are on-site throughout the canyon.
   - A survey was sent out with only 2 residents responding.
   - There will be a "Town Hall" meeting to talk about insurance in California.
   - Fire Safety Council has a rebate program.

2. Rebate Program
   - The link to the Firewise Home Inspection application site will be added to the EMID website.

3. Security Cameras
   - The installation of the Starlink system didn't have the right clearance so a pole will be installed at a new location. The East cameras will be connected on Friday.
   - The board decided that we need to get clarity from SecurePro on the issues we have been having.

POLICIES COMMITTEE

1. Finance Policy
   - No update.

2. Conflict of Interest Policy
   - Our Conflict of Interest Policy is out of date (last revised January 2011). Legal is drafting a new resolution to be adopted in December or January. Timing will depend on when we get draft. There is a 45-day notification requirement for this policy

LEGAL COMMITTEE

1. Utility Easements
   Pending easement assessment.

2. EMID Easement Assessment
   - Legal would like to see the County Map of Culverts and who is responsible that the county referenced during the Town Hall.
   - The focus of the study is on who benefits and who is responsible. Preliminary assessment is that easements may not have been created. Directors Bohley and Taylor to follow up.
   - Initial assessment is on Shared Drive.

FLOOD MITIGATION COMMITTEE

1. Expansion of power
   Pending Easement Study.

FINANCE OFFICER REPORT

1. The Finance Officer presented a summary of the finance committee report.
   - *Director Taylor moved to approve the monthly expenses for September in the amount of $29,301. Second by Director Defoort. Passed 5-0.*

APPROVAL OF MEETING MINUTES

Director McCord Duncan moved to approve the minutes of the September 9, 2026 Regular Meeting. Second by Director Menna. Approved 4-0 with Director Bohley abstaining.

INFORMATION CALENDAR

GRATITUDE CANYON

1. A resident reached out to Director McCord Duncan about the potential noise and impact on the sewers. The Board determined there is no standing to act or any action needed

MANAGER'S REPORT

1. The trailer has been fixed and the Kubota is running.
2. The Water Filtration system in the Community Center is now working.
3. We are starting to get a lot of outside requests for use of the Community Center.

DIRECTORS' REPORTS

1. Director Menna recommended adding the quiet times to the clipboard for future rentals.
2. Director Taylor noted that we need to start planning for transition duties and banking information with the departure of Directors Menna and McCord Duncan. Kitson will be providing a proposal to upgrade the entrance landscaping.

NEXT MEETING AGENDA

- Committee reports.

President Taylor adjourned the meeting at 8:31p.

APPROVED:

_____ _____

President Clerk of the Board

(Seal)